



MEMORANDUM

To: CMAP Board
From: Dolores Dowdle
Deputy Executive Director, Finance and Administration
Date: May 7, 2014
Re: Contract Approval for Valuation of Ecosystem Services Provided by the Natural Resources Included in the Chicago Wilderness Green Infrastructure Vision

The Green Infrastructure Vision (GIV) is a planning document produced by Chicago Wilderness (CW) and CMAP to identify the most important lands to conserve and restore in the Chicago Wilderness (CW) area. CMAP and other funders have previously invested in developing a relatively fine-scale depiction of regional green infrastructure (“GIV 2.2”), defined in terms of four major landscape types (forest/woodlands, prairie/grassland/savannah, wetlands, and streams). The Green Infrastructure Vision (GIV) information has been utilized in the transportation project development process helping to meet Federal and State laws and regulations. In addition to understanding the location of green infrastructure resources, stakeholders have expressed interest in the economic value of the ecosystem services (e.g., air and water pollutant removal, replenishment of groundwater, preservation of biodiversity, etc.) provided by the landscapes within the GIV. Having a means of estimating economic value at a relatively fine resolution could permit those involved in land conservation to show at least part of the monetized social benefit of conservation to compare with the outlays required to protect land.

A Request for Proposal (RFP) was issued to potential firms to develop a valuation of ecosystem services provided by the national resources included in the GIV. Eleven responses, and their requested fund amounts, were received from:

<u>Contractor</u>	<u>Cost</u>
Applied Ecological Services (AES)	\$112,000
BBJ	\$141,536
Cardno	\$44,910
Davey	\$280,750
Environmental Consulting and Technology(ECT)/Veritas	\$38,932
Okrent	\$184,400

<u>Contractor</u>	<u>Cost</u>
RTI International	\$110,553
Stratus	\$91,192
The Conservation Fund (TCF)	\$49,790
URS	\$92,500
V3	\$98,390

The proposals were reviewed by a team comprised of Nora Beck, Jesse Elam, and Jason Navota. The team based the following evaluation on the criteria listed in the RFP:

- Responsiveness of the proposal to the scope of services and quality of proposal
- The firm’s technical ability to complete the work in the request for proposals, including the training, knowledge, and experience of the staff who are working on the proposed project in:
 - Natural resource economics;
 - Geospatial analysis;
 - Landscape-level natural resources analysis.
- The quality and relevance of the examples of similar work and associated references.
- Proposal cost

The review team reviewed and ranked all proposals. The cost was rated based on the initial projected cost (\$40,000). The maximum score of 20 was given if under the projected cost or 0 is over \$100,000. Intermediate ratings were given between these costs.

	Maximum Score	Davey	V3	Okrent	URS	AES	RTI	BBJ	Cardno	ECT/Veritas	Stratus	TCF
Responsiveness/quality	30	14	25	9	23	24	19	17	21	18	26	28
Technical ability	30	16	23	6	21	26	23	18	23	20	26	26
Quality and relevance	20	7	19	0	13	16	15	11	17	9	14	20
Proposal cost	20	0	6	0	6	0	0	0	16	20	6	16
Score	100	37	73	15	63	67	58	47	77	67	72	90

Based on the review of the proposals, The Conservation Foundation (TCF) was selected for this project. TCF was the highest-ranked consulting firm based on its previous experience with similar projects, national reputation, and clear scope of work. Since TCF worked on the last update to the GIV, the firm is familiar with it and has an awareness of how the project would fit into GO TO 2040 implementation and Chicago Wilderness work. TCF also intends to build GIS models in such a way that CMAP can update the models in the future as other information becomes available.

It is recommended that the Board approve a contract with The Conservation Foundation for \$49,790 to refine the Chicago Wilderness Green Infrastructure Vision. Support for the contract is included in the FY 2014 UWP contract grant.



MEMORANDUM

To: CMAP Board
From: Dolores Dowdle
Deputy Executive Director, Finance and Administration
Date: May 7, 2014
Re: Contract Approval for Creating Development Regulations for the Village of Campton Hills

The CMAP local technical assistance (LTA) program is meant to advance the implementation of GO TO 2040 by providing resources to local government. Over 60 projects have been completed through the LTA program, with 50 more underway and 30 more set to begin in the near future. Projects include comprehensive plans, corridor or subarea plans, studies of special topics such as housing or water resources, and similar planning activities.

In August 2012, the Village of Campton Hills adopted the Campton Hills Comprehensive Plan, which was developed with technical assistance from CMAP. The plan responds to the community’s desire to retain its image and protect natural resources while accommodating future growth. To aid in the realization of the Comprehensive Plan’s goals, CMAP has approved a LTA project to prepare new zoning and subdivision regulations for the Village. The planning process will serve to tailor the regulations to suit the Village’s unique needs, particularly as relating to natural resources protection.

Initially a Request for Proposal (RFP) was issued to the preauthorized contractors for the LTA program and, as a result of technical issues, the RFP was withdrawn. It was determined that a RFP would be issued to any firm (not limited to the preauthorized contractors) to create development regulations for the Village of Campton Hills. The RFP was sent to potential contractors as well as posted on the CMAP website. Four proposals were received. The proposals provided a base cost for the project and could recommend up to two options in the proposal to offer an enhanced approaches to specific elements in the planning process.

Contractor	Base Cost	Cost w/Option 1	Cost w/Option 2
Ancel Glink	\$57,000	--	--
Camiros	\$75,060	--	--

Contractor	Base Cost	Cost w/Option 1	Cost w/Option 2
Houseal Lavigne Associates	\$99,110	\$116,770	--
Town Planning and Urban Design Collaborative	\$159,750	\$165,750	\$177,750

The proposals were reviewed by a team comprised of Jason Navota and Kristin Ihnchak and the Village's review team, which included Patsy Smith, Village President, and Jennifer Johnsen, Village Administrator. The team based the following evaluation on the criteria listed in the RFP:

1. The demonstrated record of experience of the contractor as well as identified staff in providing the professional services identified in this scope of work. Expertise in preparing development regulations that have a natural resource / conservation focus is particularly necessary.
2. The demonstrated ability of the contractor to meet CMAP's standards – in terms of expertise in relevant topical areas, familiarity with GO TO 2040, and ability to conduct effective stakeholder engagement.
3. The quality of the narrative describing the contractor's approach to the project, and the degree to which the narrative demonstrates a clear understanding of the project, particularly the importance of preparing conservation-oriented regulations that are consistent with the Comprehensive Plan.
4. The quality of the option(s) submitted.
5. The clarity and quality of deliverables specified in the proposal.
6. The quality and relevance of the examples of similar work and associated references.
7. Cost to CMAP, including consideration of all project costs, option costs, and per-hour rates.

The review team reviewed and ranked all proposals. The team interviewed the three proposals receiving the highest scores—Ancel Glink, Camiros and HLA. The rankings of the proposals are based on the written proposals and interviews.

Criteria	Maximum Score	Ancel Glink	Camiros	HLA	HLA w/option 1	TPUDC	TPUDC w/option 1	TPUDC w/option 2	TPUDC w/option 1-
Experience of organization and key personnel	35	24.4	26.7	25.8		21.2			
Ability to meet CMAP's standards	15	9.6	11.3	11.0		10.2			
Quality of approach	20	13.3	15.3	12.0		9.3			
Quality of Options					3.0		2.7	3.0	5.7
Quality and clarity of identified deliverables	5	3.2	4.0	3.5		3.3			
Quality and relevance of similar work	5	2.0	3.0	3.3		1.8			

Cost to CMAP	20	19.6	15.8	12.0	-2.5	4.2	-1.4	-0.7	-2.1
TOTAL	100	72.1	76.1	67.6	68.2	50.0	51.3	52.3	53.6

Based on the proposal review, interviews, and consideration of cost, Camiros was selected for this project. Camiros was the highest-ranked consulting firm before interviews occurred and remained the frontrunner following a strong interview performance. Camiros demonstrated a depth of experience in zoning issues and similar planning processes, and also an ability to be flexible in the project approach used to ensure an appropriate response to the conservation-related considerations of the project. The Camiros team also demonstrated familiarity with zoning issues of particular importance to Campton Hills, such as agricultural land use concepts, equestrian zoning, historic preservation, and sustainability. In addition, the team’s presentation spoke to a variety of ways to engage the public on regulatory issues and reach consensus among interest groups and public officials. While the Camiros proposal is not the least expensive of the four firms, their proposed cost falls within a cost range that is reasonable for this type of project.

It is recommended that the Board approve a contract with Camiros for \$75,060 to create Development Regulations for the Village of Campton Hills. Support for the contract is included in the FY 2012 UWP contract grants and the Illinois Department of Natural Resources grant.



Chicago Metropolitan Agency for Planning

Agenda Item No. 5.3

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MEMORANDUM

To: CMAP Board

From: Dolores Dowdle
Deputy Executive Director, Finance and Administration

Date: May 7, 2014

Re: Contract Approval for Advisory Transportation Engineering Services for
Local Technical Assistance Projects

The CMAP local technical assistance (LTA) program is meant to advance the implementation of GO TO 2040 by providing resources to local government. Over 60 projects have been completed through the LTA program, with 50 more underway and 30 more set to begin in the near future. Projects include comprehensive plans, corridor or subarea plans, studies of special topics such as housing or water resources, and similar planning activities.

Several LTA projects would benefit from being supplemented by transportation engineering expertise, such as an assessment of the feasibility of transportation improvements such as new bicycle and pedestrian facilities in corridors or in specific locations; preparation of general cost estimates for infrastructure improvements of different types; assisting CMAP to understand the results of upcoming major transportation investments on local transportation networks. The LTA program includes a focus on implementation, so it is a high priority for CMAP and the communities that CMAP is assisting to make realistic recommendations for changes to transportation infrastructure. While CMAP has staff with significant regional transportation planning experience internally, the agency's transportation engineering experience is more limited. The purpose of proposed contract is to provide advice on transportation engineering issues to support LTA projects. The phrase – "advice on transportation engineering issues" – is deliberate, and seeks to clarify that CMAP does not expect detailed engineering work as part of this contract.

A Request for Proposal (RFP) was issued to firms to provide advice on transportation engineering issues to support LTA Projects. The RFP was sent to potential contractors as well as posted on the CMAP website. Eleven proposals were received. The proposals provided hourly costs at different staff levels and sample cost of completed projects.

Contractor	Principal	Project Manager	Support Staff	General cost for sample projects
	Hr. Rate	Hr. Rate	Hr. Rate	
DAMA Engineering	\$68-74	\$45-55	\$22	Over \$25,000
DLZ	\$160	\$130-138	\$97	Over \$25,000
Gewalt Hamilton Associates	\$160	\$105-132	\$83-96	Under \$10,000
Knight Engineering	\$200-285	\$167	\$99	Under \$10,000
Patrick Engineering	\$101	\$79	\$45-57	Over \$25,000
Sam Schwartz Engineering	\$165	\$90		Under \$10,000
TADI	\$155	\$100-135		\$10,000 to \$25,000
Terra Engineering	\$195	\$171-175	\$101	Under \$10,000
Ty Lin	\$193-199	\$95-111	\$87	Over 25,000
V3	\$207	\$148-173	\$188	Over \$25,000
Weaver Boos Consulting	\$163	\$142	\$93	Under \$10,000

The proposals were reviewed by a team comprised of Bob Dean, Trevor Dick and Kristin Ilnchak. The team based the following evaluation on the criteria listed in the RFP:

1. The demonstrated record of experience of the contractor as well as identified staff in providing advice on transportation engineering issues as identified in this scope of work.
2. The quality of the narrative describing the approach to the four types of projects described in the scope of services.
3. The experience of the firm in conducting similar projects in a variety of geographic contexts for public sector clients, as indicated through the quality and relevance of the examples of similar work.
4. The reputation of the firm or organization based on references.
5. Cost to CMAP, including consideration of per-hour costs.

The review team reviewed and ranked all proposals. The team interviewed the three proposals receiving the highest scores--Gewalt Hamilton Associates, Sam Schwartz Engineering and TADI. The rankings of the proposals are based on the written proposals and interviews.

Criteria	Maximum Score	DAMA	DLZ	Gewalt Hamilton	Knight	Patrick	Sam Schwartz	TADI	Terra	Ty Lin	V3	Weaver Boos
Demonstrated expertise	15	6.5	11.3	14.5	10.5	10.8	14.0	11.5	10.3	13.0	10.3	9.8
Quality of approach of example projects	60	26.6	37.4	55.6	42.2	43.7	51.2	49.8	44.8	46.8	33.9	39.8
Relevant experience of example projects	15	5.5	7.8	12.7	9.5	11.8	11.8	11.5	9.5	10.8	7.8	8.0
Cost to CMAP, including consideration of per-hour costs.	10	8.0	5.0	7.0	5.0	8.0	8.0	6.0	5.0	4.0	2.0	7.0
TOTAL	100	46.6	61.5	89.8	67.2	74.3	85.0	78.8	69.6	74.6	54.0	64.6

Based on the proposal review, interviews, and consideration of cost, Gewalt Hamilton Associates was selected for this project. Gewalt Hamilton Associates (GHA) had the highest ranked proposal and also demonstrated their project understanding and abilities in the interview. GHA is an engineering firm that has extensive experience in advisory transportation engineering services. GHA has added Active Transportation Alliance (ATA) to their team which further strengthens the team's expertise in bicycle and pedestrian projects. GHA received high scores for their approaches to the potential activities, based on the level of detail in their response as well as the clarity with which they demonstrated an understanding of CMAP's needs. They also have significant experience working as a subcontractor to planning firms, which is essentially the relationship that they would have with CMAP. While each of the three interviewees were qualified to conduct the work, the GHA team provided the best combination of team member experience and expertise, depth of experience providing advisory transportation engineering services, experience in reviewing the feasibility of planning recommendations, experience in reviewing major project impact, and a reasonable cost.

It is recommended that the Board approve a contract with Gewalt Hamilton Associates for \$50,000 to provide advisory transportation engineering services to support LTA projects. Support for the contract is included in the FY 2012 UWP contract grants.



MEMORANDUM

TO: CMAP Board
FROM: Dolores Dowdle
Deputy Executive Director, Finance and Administration
Date: May 7, 2014
Subject: Contract Approval for Website Hosting and Support Services

CMAP's website provides organization information that is user-friendly and provides transparency of the agency. The site accommodates a wide variety of content types that relate to implementation of the GO TO 2040 plan. CMAP has an extensive network of partners and stakeholders who rely on the site for up-to-the-minute information about agency activities, which are relevant in particular to officials at the local, regional, state, and federal levels of government. Of equal importance to these core audiences, the general public needs access to engaging content that relates to their everyday lives without requiring them to be professional planners. The website requires professional hosting services. The current hosting services contract is expiring and a Request for Proposal (RFP) was issued to obtain these services.

The Request for Proposals (RFP) was issued to interested firms to host the website utilizing the Liferay website software. Firms were requested to provide a firm cost for the website hosting and hourly rates for professional support. The contract would be for three-years with two one-year options. Two firms submitted proposals with the following costs.

Contractor	Hosting Service	Hourly Cost
Dunn Solutions Group	\$7,860	\$100 (require monthly minimum 10 hours)
Omegabit	\$8,639	\$150

The proposals were reviewed by a team comprised of Tom Garritano and John Nguyen. The team based its evaluation on the following criteria as listed in the RFP.

- Demonstrated excellence in Liferay hosting and administration
- The willingness and ability to meet or exceed performance specifications.
- Technical capacity, including hardware, software and bandwidth
- Staff capacity regarding professional services in the Scope of Work

- The reputation of the firm based on references.
- Cost to CMAP.

The review team reviewed and ranked the two proposals. The rankings of the proposals are based on the written proposals. The cost was evaluated equivalent since Dunn requires a monthly minimum of 10 hours of professional services. It is projected that the actual need is 7 hours a month plus any overage for usage.

Criteria	Maximum Score	Dunn Solutions	Omegabit
Liferay hosting and administration	20	16.0	20.0
Performance expectations	20	15.0	19.0
Technical capacity	20	12.0	17.0
Staff capacity	20	12.0	15.0
Cost	20	20.0	20.0
TOTAL	100	75.0	91.0

The review team rated Omegabit significantly stronger in the categories of experience, performance expectations and technical capacity.

It is recommended that the Board approve a contract with Omegabit to provide web hosting and professional services. The annual cost would be \$8,640 for hosting and up to \$14,000 for professional services. Support for the contract is included in the FY 2015 UWP operating funds. The total contract would not exceed \$113,200.



Chicago Metropolitan Agency for Planning

Agenda Item No. 5.5

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MEMORANDUM

TO: CMAP Board

FROM: Dolores Dowdle
Deputy Executive Director, Finance and Administration

Date: May 7, 2014

Subject: Contract Approval for Web Front-End Development and Data Visualizations for GO TO 2040 Indicators

CMAP recently launched its new website which features megamenu and responsive design that take advantage of newer web capabilities. The site is an integral aspect of the agency's commitment to transparency and to engaging the public.

One of the next steps of development is to provide web-based visualizations based on selected regional indicators that measure progress in implementing GO TO 2040. The visualizations will be developed from June 2014 to December 2015, with content that will feature narrative text complemented by interactive data visualizations. The primary purpose is to educate the policy makers at the local, state, and, in some cases, federal levels. Of equal importance to these core audiences, the general public needs access to engaging content that relates to their everyday lives without requiring them to be professional planners. In particular, the content must be relevant and accessible to business leaders and news media. Three projects have been identified for development: (1) Mobility: Investing in Transportation, (2) Livability: Planning Locally and Regionally, and (3) Economy: Competing Globally

A Request for Proposals (RFP) was issued for interested firms to provide web front-end development and data visualizations. Seven firms submitted proposals with the following costs.

Contractor	Cost
Accurat	\$369,700
Clever Franke	\$289,720
Interactive Things	\$352,250
Lyons CG	No cost provided, negotiable
Orange Hat	\$222,500
Qualia	\$119,760
Seed	\$713,363

The proposals were reviewed by a team comprised of Tom Garritano, Hillary Green, John Nguyen, and Justine Reisinger. The team based its evaluation on the following criteria as listed in the RFP.

- The firm's technical expertise relevant to web front-end development for the project, including proficiency in responsive design and debugging across multiple browser platforms; use of standard-compliant HTML, CSS, object-oriented Javascript, AJAX, in addition to Java, Python, Ruby, PHP, node JS, angular JS, and backbone JS; Search Engine Optimization (SEO) standards; software architecture, patterns, and common frameworks; web accessibility and Section 508 of the U.S. Rehabilitation Act.
- The firm's visual design expertise relevant to the project, including demonstrated experience in the creation of graphically oriented web content that features interactive data visualizations that illuminate challenging topics for general audiences.
- The quality of the narrative approach to the scope of work as described in this RFP.
- The qualifications and experience of the firm's personnel (and any subcontractors) to be assigned to the project.
- Cost to CMAP.

The review team reviewed and ranked all proposals except LyonsCG. Lyons CG was considered nonresponsive since no cost proposal was submitted as required. The rankings of the proposals are based on the written proposals.

Criteria	Max Score	Accurat	Clever Franke	Interactiv e Things	Orange Hat	Qualia	Seed
Technical Expertise	20	17.2	17.2	18.0	7.2	10.0	12.8
Visual Design Expertise	20	16.0	15.2	16.4	6.0	8.8	12.0
Quality of Approach to Scope	20	14.0	13.6	16.0	5.6	10.0	10.0
Qualifications of Firm's Personnel	20	16.8	16.8	17.6	6.4	12.8	10.8
Cost	20	11.4	14.2	12.2	16.6	20.0	0
TOTAL	100	75.4	77.0	80.2	41.8	61.6	45.6

The team interviewed the three proposals receiving the highest scores—Accurat, Clever Franke, and Interactive Things. Prior to the interview, the three firms were told that the proposals exceeded the funds available and were requested to revise their proposals in the area of \$200,000. Interviews were held and the ratings were adjusted to reflect the revised proposals (changes shown in bold type).

Criteria	Max Score	Accurat	Clever Franke	Interactive Things
Technical Expertise	20	17.2	18.0	16.0
Visual Design Expertise	20	16.0	18.0	15.0

Criteria	Max Score	Accurat	Clever Franke	Interactive Things
Quality of Approach to Scope	20	14.0	16.0	14.0
Qualifications of Firm's Personnel	20	16.8	18.0	16.0
Revised Cost proposal		\$201,700	\$212,830	\$228,800
Cost	20	15.2	10.8	4.6
TOTAL	100	79.2	80.8	65.6

Based on the interviews and revised proposal scopes and budgets, the team recommends selecting Clever Franke. Clever Franke is an interactive design agency focused on information and data visualization. Founded seven years ago, the Netherlands-based firm conveys complex, data driven content by designing and developing interactive tools, visualizations, websites, dashboards, interactive installations and mobile platforms. In addition to data visualization, their specialties include user interface design, storytelling, design, programming, and web development. Their team covers all aspects of web development and deployment. They have extensive experience in working within the boundaries of brand guidelines such as CMAP's, yet finding creative solutions and opportunities within these guidelines.

It is recommended that the Board approve a contract with Clever Franke for \$212,830 to provide Web Front-End Development and Data Visualizations for GO TO 2040 Indicators. Support for the contract is included in the FY 2014 UWP contract funds.

ACTION REQUESTED: Approval

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